



**STATE OF DELAWARE  
Architectural Accessibility Board  
540 S. DuPont Highway, Suite 1  
Dover, Delaware 19901**

**MINUTES**

**I. CALL TO ORDER**

The December 8, 2016, meeting of the State of Delaware's Architectural Accessibility Board was called to order by Scott Ward. In addition to Mr. Ward, the record will show that the following board members participated in the meeting, either by email (**E**) or by their actual presence (**P**): Martin Markiewitz (E), Chang Yoon (P), John Nanni (P), Steve Tull (P), and Jennifer Ridgley (P).

Also participating: Jennifer Lieber, Chief Administrator

**II. APPROVAL OF PREVIOUS MINUTES**

The vote was to approve the minutes of the Board's previous meeting, held on November 10, 2016 was recorded.

**III. DISCUSSION OF AGENDA**

Three cases were added by the Administrator.

**IV. CHIEF ADMINISTRATOR'S UPDATE**

The following projects (all having no accessibility issues and/or impact) were approved by the Administrator, and were presented to the Board for their endorsement/acceptance of the approval:

1. Kent County Fire Marshal Office – Roof replacement
2. Smyrna High School – Lighting and Sound System Improvements
3. Herman Holloway Mitchell Building – Emergency Generator Replacement

**V. SUBMISSIONS REVIEW COMMITTEE REPORT**

The Submissions Review Committee of the Architectural Accessibility Board met on Thursday, December 1, 2016. They reviewed seven (7) cases and they were forwarded to the full Board for their review. The Board's comments and actions on these cases and the additional three (3) cases are attached as part of these minutes.

**VI. OLD BUSINESS**

None

**VII. NEW BUSINESS**

None

**VIII. SCHEDULE OF NEXT MEETING**

The next meeting of the Architectural Accessibility Board was tentatively scheduled for Thursday, January 12, 2017, at 1:30 PM. The location will be the State Fire Service Center in New Castle.

**IX. ADJOURNMENT**

With nothing further to review or discuss, the meeting was adjourned.

Respectfully submitted,

Jennifer Lieber, Chief Administrator, AAB

JLL

**SUBMISSION NUMBER** 16109

**OWNER** DNREC

**PROJECT** Delaware Seashore Park – Bethany Beach  
Umbrella Bar

**DESIGNED BY** Jeffrey Wolf

**CONTACT PERSON** Jeffrey Wolf

**PREVIOUS ACTION** Disapproved – October 2016

**COMMENTS** This project is for the addition of an elevated tent platform and umbrella bar at the existing facility. There are three separate levels. The first two levels will be accessed by a series of ramps. The third level is to be accessed by an elevator. The project is not compliant for the following reasons:

1. There are no details or dimensions for the ramp system or the flooring material.
2. There are no dimensions for the railing extensions on the proposed stairs.
3. There is not a Civil drawing showing the existing parking or details.

There are no details at the Umbrella Bar showing accessible counters.

The above deficiencies have been addressed and the project is compliant with the following conditions:

1. A minimum of 5% of the seating area within the Umbrella Bar enclosure and a minimum of 5% of the seating area outside of the Umbrella Bar enclosure on each level must be accessible.
2. The restrooms provide at the existing facility must meet current accessibility regulations.

**RECOMMENDATION** Approved with the above conditions as noted.

**SUBMISSION NUMBER** 16130

**OWNER** DHSS

**PROJECT** Hudson Hall Services Building – New Elevator and Entrance

**DESIGNED BY** Studio Jaed

**CONTACT PERSON** Philip Conte

**PREVIOUS ACTION** None

**COMMENTS** This project is for the construction of a new elevator shaft to serve the three floors of the building. A new entrance to the building will also be installed adjacent to the elevator. The path to the entrance and the elevator are compliant. The Elevator equipment is compliant.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 16131

**OWNER** DOC

**PROJECT** Howard R Young Correctional Center  
Old Kitchen/ Medical Area renovations

**DESIGNED BY** RG Architects

**CONTACT PERSON** James Ament

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovation of the existing old kitchen into classroom and administration areas and updating the medical facilities. This project was not compliant for the following reasons:

1. There are two doors which do not clearly designate the clear space on the pull side.
2. The sink in the Break Room is not accessible.
3. The accessible details are mislabeled.

All deficiencies were corrected and new drawings provided. The project is compliant and has no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 16132

**OWNER** DNREC

**PROJECT** Sussex Suites Fit-Out

**DESIGNED BY** Element

**CONTACT PERSON**

**PREVIOUS ACTION** None

**COMMENTS** This project is for the fit-out of offices for DNREC. The existing facility is adequate for their offices; however, the bathrooms are not compliant. The drawings did not supply sufficient detail to determine the exact deficiencies. Details and elevations have been requested.

**RECOMMENDATION** Disapproved

**SUBMISSION NUMBER** 16133

**OWNER** DOC

**PROJECT** Sussex Correctional Institute–PreTrial Parking Lot  
Renovations

**DESIGNED BY** RG Architects

**CONTACT PERSON** Oscar Enderica

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovation and restriping of the existing parking lot. The number and sizes of the accessible spaces are compliant.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 16134

**OWNER** DOC

**PROJECT** JTVCC Loop Road Renovations

**DESIGNED BY** RG Architects

**CONTACT PERSON** Oscar Enderica

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovation and restriping of the existing loop and parking area. The number and sizes of the accessible spaces are compliant. There is only one accessible space required. It is sized for a van accessible space but there is no signage designation noting it to be “van accessible”.

**RECOMMENDATION** Approved with the condition that the accessible space needs to have proper signage designating it as “Van Accessible”.



**SUBMISSION NUMBER** 16135

**OWNER** Red Clay Consolidate School District

**PROJECT** Henry B. DuPont Middle School

**DESIGNED BY** Becker Morgan

**CONTACT PERSON** Brenden Frederick

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovation and small addition to provide a new secure entrance vestibule. The project is not compliant for the following reasons:

1. The required railing extension at the bottom of the stairs is missing on one side.
2. There is no designated automatic door opener.
3. It is not clear that a 36" minimum path from the top of the ramp is provided around the open swing of the door.

**RECOMMENDATION** Disapproved

**SUBMISSION NUMBER** 16120

**OWNER** DNREC

**PROJECT** NVF Auburn Heights Trail

**DESIGNED BY** DNREC

**CONTACT PERSON** Julio Seneus

**PREVIOUS ACTION** Disapproved

**COMMENTS** This project is for the completion of the trail at Paper Mill Bridge via a boardwalk. The project was previously disapproved pending clarification about the length and slope allowances for the boardwalk, as well as handrails along the boardwalk. It was not clear if it was classified as a road or a walking path. Although the boardwalk will accommodate vehicles for special events, it is primarily a shared- use path. The Federal Highway Administration allows for shared-use paths to have a maximum distance of 200' with a slope of 8.33% or less. This path is 172' at 7.14%. It is required that compliant handrails be provided. DNREC has provided details for the handrails and they are compliant.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 16137

**OWNER** Caesar Rodney School District

**PROJECT** Charlton School Locker Room and Toilet Room Renovations

**DESIGNED BY** StudioJAED

**CONTACT PERSON** Philip Conte

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovations to existing toilet and locker room facilities. The rooms are equipped with transfer stations and assistive devices. The school is designated for students from 2-21 years of age that have special needs. The renovations are compliant and there are no POT requirements.

**RECOMMENDATION** Approved

**SUBMISSION NUMBER** 16138

**OWNER** DE National Guard

**PROJECT** PIGMAN Readiness Center

**DESIGNED BY** Davis, Bowen and Friedel

**CONTACT PERSON** Michael Bauman

**PREVIOUS ACTION** None

**COMMENTS** This project is for the renovations building envelope and kitchen plumbing upgrades. Windows and doors are being replaced in several areas. The doors are equipped with compliant hardware and have proper access. The kitchen renovations are for piping only and are for maintenance purposes. No finishes or fixtures are being affected.

**RECOMMENDATION** Approved